



1. Purpose

The purpose of the Malvern Netball Club Team Registration Policy is to outline the processes around registering members with the club including late registrations, refunds and financial hardship.

2. Scope

The policy outlines the responsibilities of the Malvern Netball Club Committee ('The committee') and players when registering players for each new season.

3. Key policy principles

- 3.1 The Malvern Netball Club welcomes players of all genders.
- 3.2 All coaches, trainers, committee members, team managers and players must be registered with the Malvern Netball Club with a valid Netball Victoria membership (VNA).
- 3.3 The Registrar is responsible for keeping a register of all members via Netball Connect.
- 3.4 The committee will determine the annual fee prior to the commencement of registration.
- 3.5 The committee will determine a date prior to each season as registration dates. Players must register on or before these dates.
- 3.6 Players that are not registered with the club and don't have a VNA can register to play for single matches via Netball Connect. Players with a VNA outside of the association can play as a 'borrowed player' via Netball Connect. Players who are not registered or 'borrowed' will not be permitted to take the court.
- 3.7 The committee has the right to refuse registration of any player.

Financial hardship

- 3.8 Any member who is suffering financial hardship and is unable to pay registration fees may apply in writing to the Registrar for a variation of fees. This includes members with a Health Care Card or Pensioner Concession Card.
- 3.9 The Registrar will forward each application for confidential assessment by a sub-committee consisting of the President and Treasurer.
- 3.10 Following assessment, the sub-committee may determine the following options:
 - Reduce the amount of fees
 - Waive the payment of fees
 - Develop a payment plan



- 3.11 The sub-committee will advise the applicant of its decision, which will be recorded confidentially in Netball Connect by the Registrar for future reference if required at the club.

Late registration

- 3.12 Acceptance of registrations after the registration date are at the discretion of the committee.
- 3.13 Late registrations are dependent on availability within teams.
- 3.14 Full registration fees must be paid regardless of when a player registers. Exceptions may be made where the committee decides that additional players may ensure viability of a team (e.g. in the event of illness, injury mid-season).

Refunds

- 3.15 If a player withdraws from a team prior to the start of the season, the club will issue an 80% refund excluding the cost of VNA and the WDNA levy.
- 3.16 If a player withdraws from the team during the season, no refund will be issued.
- 3.17 If a player withdraws from the team during the season due to a significant injury or illness, a sub-committee consisting of the President, Registrar and Treasurer will assess the request for a refund.